
Exhibition Profile

Title: 12th International Auto Parts Exhibition 2017 (IAPEX 2017)

Venue: Tehran International Fairground

Date: 13-16 Nov. 2017

Frequency: Annual

Floorage: 60'905sq.m

Visiting Hours: 9am. – 4pm.

Organizer: IDRO International Trading Co.

Manager of executive: Mr. R. Golshan

Hall Numbers: 31A & B – 35 – 38 - 38A- 38B – 40 (A-B)- 41(A-B)-18- 5-6-7-8&9

Tel: +9821-22662765-7

Fax: +9821-22662772

Add: Hall No. 61, North Gate, Tehran Int'l Permanent Fairground, Chamran Exp. Way, Tehran – Iran

Email: info@idro-fairs.com

Web: www.idro-fairs.com

Dates to remember:

Deadline for registration and full payment	Oct. 10
Deadline for sending the application forms (1-4) for individual exhibitors	Oct. 1
Deadline for submission the Excel file, including required information for companies' profiles for insertion in Exhibition Directory, ID cards (along with copy of passports), list of companies for exhibition Customs and Visa	Sep. 15
Deadline for submission the booths design for approval about those exhibitors with self-constructed booths	Oct. 24-25-26

Exhibition Schedule:

Delivery of the space to those exhibitors with self-constructed booths	Nov. 9
The date of transferring <u>bulky and weighty</u> Displaying goods inside the halls	Nov. 10
Deadline for Completion of construction operations of self-made booths	Nov. 11 9pm.
Delivery of booths to participants with pre-fabrication booths for internal decoration	Nov. 12 From 9-21
Delivery of entry badges, parking lot tickets at the Organizing Committee at hall 35	Nov. 11&12
Date of Opening Ceremony of the Exhibition (The venue and time will subsequently be announce.)	Nov. 13
Exhibition Working Hours For exhibitors : 8.30 - 16 For visitors : 9-16	9a.m to 4p.m
The official closing date of the exhibition	Nov. 16
Dismantling of stands	Nov. 18

The Height limit:

The height limit for self-constructed stands in different Halls is attached in separate sheet, which includes platform floors and materials on display within.

Customs Office:

Exhibition Customs is no longer active, those exhibition goods which are shipped, the final destination will be Shahriar or Gharb Customs “for purpose of attending the international exhibition in Tehran International Fairground.”

5 proposed hotels near the exhibition site

No	Hotel Name	Tel. No. (0098-21)	Fax No. (0098-21)	Email	Web Site	Stars
1	Esteghlal	22660011-25	22660031	reservation@esteghlalhotel.com	www.esteghlalhotel.com	5*
2	Evin Parsian	22344330-8	22344344	info@evinhotel.ir attn.: Ms. Khodadoust	www.evinhotel.ir	5*
3	Homa	88773021-39	88791780	Tehran@homahotel.com Reservatrimon Department	www.homahotels.com	5*
4	Laleh	88965021-9	88965517	reservation@lalehhotel.com	www.lalehhotel.com/pgs/en	5*

- **TRANSPORT**

No vehicle will be allowed to enter the fairground while the fair is open (apart from Embassies' cars). Goods should be delivered to the stands before the opening hours.

- Taking out the goods and other stuffs during the exhibition is forbidden. Therefore, the exhibitors are not supposed to bring any unnecessary material into the exhibition area.
- Those agents who provide food for their exhibitors from outside should submit their requests along with the number plate and type of car plus the driver's cellphone number to organizer committee in hall 35, one or two days before the exhibition, then the organizer will coordinate with the exhibition security.

- **PARKING LOTS**

Parking will not be permitted in the fairground or on the roads adjacent to the fair except in the parking lots, this will be provided for participants and visitors. For the duration of the fair a special parking lot will be allocated to the exhibitors. The organizer will provide special free parking cards according to the participants' allocated space.

Insurance and safety measures

To maintain exhibits, goods and equipment; it is essential for exhibitors to insure their own stuffs, equipment and personnel's stuffs against the fire and other hazardous events, although the organizer will insure all Halls (comprehensive insurance), it is suggested that exhibitors also insure their own product (Supplementary insurance).

Participants are required to put the flammable objects such as boxes and empty cartons outside, and avoid keeping them behind the panels and cables tracks. There is no responsibility for Organizer

- **DISMANTLING:**

Participants are requested to dismantle the stands and pavilions and installations 48 hours after the termination of the fair at the latest,

Otherwise the organizer will dismantle the stands and pavilions and installations at the participant's expense and they will have no right to demand compensation.

- If due to any disputes exhibits could not be evacuated, such exhibits will be subject to the above mentioned chargers.
- If the exhibits are not removing from the fairground within 2 day after the termination of the fair, will be impounded by the organizer.
- If the value of the impounded goods is less than the storage charges, then the organizer will take legal action for the difference.

- **PARTICIPANTS ARE REQUESTED TO RESPECT THE LAW OF I.R.IRAN, ISLAMIC DIGNITY AND HEJAB.**